

**TOWN OF VASS
BOARD OF COMMISSIONERS
REGULAR MEETING
November 20, 2017**

The Regular Meeting was called to order by Mayor Callahan at 6:05 p.m. Commissioners in attendance were: Blackwell, Callahan, Kellis, and Kosem. Commissioner Mosley was absent

A. Approval of Agenda

Commissioner Kellis made a motion to approve agenda and consent agenda. All were in favor.

B. Consent Agenda

Items approved by above motion were:

1. Minutes of October 9, 2017 Regular Board Meeting
2. Financial Report for October 2017
3. Budget Transfer – Police Dept.

C. Public Comment

There were no public comments.

Swearing in of Board Members

Town Clerk Mabel Walden (previously sworn in by Mayor Callahan, on Friday, November 17, 2017), administered the oath of office to Commissioners Kellis and Kosem, and Mayor Callahan.

Old Business:

D. Proposal From James Cornprobst

Mr. Cornprobst was not present. Commissioner Kellis stated the proposal presented proposed the town of Vass pays for the filing and everything else, which is not what the town previously agreed to. He moved to have the matter tabled until Mr. Cornprobst attends a meeting. Commissioner Callahan suggested he take the Town of Vass out of the proposal. As the proposal is written there is no benefit to the citizens of Vass, the only benefit is to Mr. Cornprobst. Mayor Callahan called for a motion to table the matter to the next meeting, Commissioner Callahan made a motion. All were in favor.

New Business:

E. Cypress Station (Alma Street) Subdivision

Kathy Liles recommended Wes Caddell give an update on the project over the last few months. Mr. Caddell stated paving has been completed, working on seeding. Currently working on the lift station to get the sewer operation certified. Water system has been installed and tested. All lots have sewer service with the exception of the lift station operational status. He proposed, as a continuation of a previous conversation with the board, to have conditional approval on the final plat to allow him to move forward with the ability to record the plat in order to start the process for the builders. This approval will be given with a contingency that the town holds the zoning permits so the builders can't get their building permits until operational certification is given from the county. If the county

approval process becomes cumbersome, he and Kathy Liles spoke about giving Mr. Caddell the ability to place a surety bond for the sewer now.

E (2). Force Main

Commissioner Callahan is currently working on a survey for this portion of the project. Mr. Caddell would like to run the force main to come through to memorial park.

Mr. Caddell stated the lift station is in place, has been tested, epoxy coated, everything is in place with the exception of the pumps. Electrical service has been established, and the force main has made its way out to the intersection of Cameron and Alma. Based on the curve and tree in the way of the line, the county asked that additional alternatives be considered. There are three properties that will be affected. Two property owners have agreed to allow for an easement for the force main. The third property is through the town Memorial Garden. A direct extension of the force main would be installed from Cameron Avenue, through the property owners to the Memorial Garden. A new man hole would be set. Alma Street has a 40' right of way as opposed to a 60' right of way. He is requesting permission for an easement through Memorial Garden to connect to the sewer system at HWY 690. Mayor Callahan asked if everything uprooted in the garden would be put back. Wes stated there would be minimal disturbance and will be in better condition. Commissioner Callahan spoke about the location of the easement. The easement would run along the fence line on the right side. He did not notice any large tree that would have to be taken down. Trenching will be done at the sidewalk, manholes would then be set and the bricks would not be disturbed. Mr. Caddell's attorney is drafting the easement. Kathy Liles asked for a map to be drawn up depicting the easement.

Motion to approve the easement through Memorial Park, and Kathy Liles requirement for a map was made my Commissioner Kosem, all were in favor.

Sidewalks – Kathy Liles has been provided with a map. The preliminary plat included concrete sidewalks on one side of the road. Mr. Caddell proposed to have the builders put the sidewalks in after completion. Sidewalks would be poured at the same time as driveways and landscaping.

Development name - The name Cypress Station has been flagged as a potential conflict with the fire station. The name was chosen to reflect the town history as a railroad town. They would like to keep the name of Cypress Station because all of their documents currently reflect this name. Chief Blakely spoke with 911. Based on their conversation the thought is there would be confusion because the name is too close to the name of the fire department. If the town feels it is necessary, they can change the name.

Mayor Callahan called for a motion to authorize approval of the final plat subject to everything that has been discussed during this meeting. Commissioner Blackwell made a motion. All were in favor.

The matter of the surety bond will be discussed if required in the future.

F. Proposal For Development Agreement With Tri-South Builders

Mr. Caddell - in an effort to gain approval for infrastructure connection to the community Tri-South had to have an inter-connect with the East Moore Water district. They are placing an inter-connect ball which was initially budgeted for at \$25,000. The cost is now at \$51,000. This portion of the project is for the greater good of the Town of Vass; therefore they are asking for town participation and are open to whatever amount the town can effectively contribute. Commissioner Kellis asked if the money would come from general fund or if there were any infrastructure funds that could be utilized. Barbara Boyd stated the money would have to be appropriated since this item was not

previously budgeted for. \$21,000 was moved from Capital Reserve fund to General Fund (Capital Reserve Fund was closed May, 2017). She asked if this was something the fire department might be able to contribute to since the project would benefit them as well as the town. Mayor Callahan stated if the town could contribute, it would be best to do that first and approach the fire department later. Commissioner Kellis made a motion for discussion, to meet the developer halfway at \$25,500. Commissioner Callahan asked if he should recuse himself from the vote due to his involvement/financial benefit from the project. Mayor Callahan did not feel recusal was necessary. Commissioner Kosem requested the board hold off on a vote until the county problems were ironed out. Matthew Callahan stated the county needs to complete installation of the sewer system. Kathy Liles asked if the town contribution would need to be paid at one time or if a payment plan over two or three years would be acceptable. Mr. Callahan stated he would not have a problem waiting until the end of the fiscal year. Mayor Callahan suggested the matter be tabled until the end of the fiscal year to allow the town time to analyze the budget. Motion to table made by Commissioner Kellis. Commissioners Kellis, Kosem and Blackwell were in favor, Commissioner Callahan abstained.

G. Bank Resolution

Motion was made by Matthew Callahan to adopt bank resolution to add Mabel Walden as a signer on bank accounts for the town with First Bank. All were in favor.

H. Budget Amendments #3 and #4

- A. Budget amendment to approve the use of Fund Balance for Advertising for Town Admin/Clerk position (\$450.00) and Worker's Comp Audit – Police (\$1,200). Commissioner Blackwell made a motion. All were in favor.
- B. Amendment to approve the use of Sale and Surplus funds to pay GovDeals fee for sale of 1993 dump truck. Commissioner Kosem made a motion. All were in favor.

I. Exterior improvements for hardware store

John Perhealth asked commissioner Callahan if he could propose his idea to put posts and an awning in front of two storefronts. They would match the posts and awning on the library. Commissioner Kellis inquired if the posts would be on the sidewalk, and stated plans should be submitted to the board for review.

J. Meeting Time

Suggestion was made to Commissioner Kellis that the meeting time back to 7:00 pm. Mayor Callahan stated his opposition to the request. All were in agreement with Mayor Callahan. Commissioner Kellis to relay the information back to the requester.

K. Moore County Transportation Committee Meeting

Commissioner Kellis attended the monthly meeting. Superstreets were discussed for Southern Pines and Aberdeen. No major changes were discussed that will affect the town. Commissioner Kellis is concerned with the traffic around Stars School, Tractor Supply and the Young's Road area. Between November and January the committee will present a draft plan to the board (which will not require a vote); they will also contact the town hall for a possible location to hold a public meeting for input. Kathy stated the importance of letting the committee know what improvements the board thinks the town needs before the plan is finalized.

L. Camera System in Park

Commissioner Kellis asked for an update on installation of camera system in the park. Mabel Walden informed the board that a modem was the only thing needed, and once installed Central Security will schedule training.

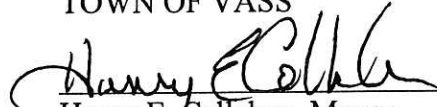
M. Library


Mayor Callahan was approached by a library board member about problems with people chaining bicycles to the columns outside of the library. The library board has requested to have the town purchase a bike rack. Barbara Boyd passed around a catalog showing a possible rack, the cost would be approximately \$500.00. Discussion as to placement of the bike rack will be held at later date. Commissioner Kellis made a motion to purchase. All were in favor.

Adjournment

Mayor Callahan asked for a motion to adjourn. Commissioner Kosem made a motion to adjourn the meeting at 7:12 p.m. The motion carried unanimously.

TOWN OF VASS


Henry E. Callahan, Mayor

ATTEST: 
Mabel A. Walden, Town Clerk

Town of Vass Budget Ordinance Amendment #2

BE IT ORDAINED by the Governing Board of the Town of Vass, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:


Section 1. To amend the General Fund, the expenditures are to be changed as follows:

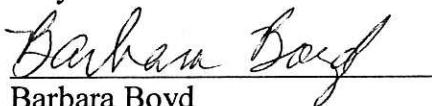
		<u>Increase</u>	<u>Decrease</u>
10-5200-4000	Vehicle Gas/Police		500
10-5200-1700	Drug Enforcement	500	

Section 2. This Budget Ordinance Amendment transfers funds within the Police Department budget to more accurately reflect the costs of the department at fiscal year ending June 30, 2018. It does not change the overall total of the General Fund Budget.

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Reported and Approved by Board of Commissioners on November ~~13~~²⁰, 2017.


Henry E. Callahan
Mayor


Barbara Boyd
Finance Officer

Town of Vass Budget Ordinance Amendment #3

BE IT ORDAINED by the Governing Board of the Town of Vass, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

	<u>Increase</u>
10-5100-1000 Advertising – Admin	450
10-5200-0220 Workers' Comp – Police	1,200

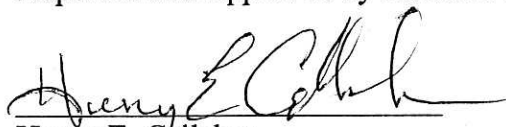
This will result in an increase of 1,650 in the expenditures of General Fund. To balance the general fund budget, the following revenues will be increased.

10-4805-0000 Fund Balance Appropriation	1,650
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Section 2. This Budget Ordinance Amendment will recognize the expenditure for Advertising Town Admin/Clerk job and Police-Workers' Comp additional premium due to NC League of Municipalities audit.

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Reported and Approved by Board of Commissioners on November 13, 2017


Henry E. Callahan
Mayor


Barbara Boyd
Finance Officer

Town of Vass

Budget Ordinance Amendment #4

BE IT ORDAINED by the Governing Board of the Town of Vass, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

	<u>Increase</u>
10-5100-2150 GovDeal Sale of Surplus Fee	450

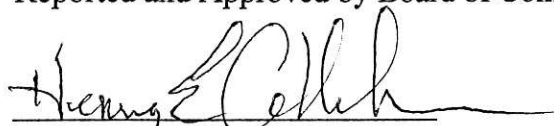
This will result in an increase of \$450 in the expenditures of Administration Department. To balance the general fund budget, the following revenues will be increased.

10-4703-0000 Sale of Property	450
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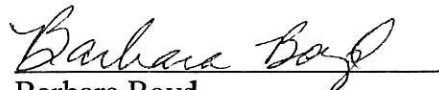
Section 2. This Budget Ordinance Amendment will recognize the expenditure for the 7.5% fee to pay GovDeals for sale of 1993 Chevrolet Dump Truck (\$5,703)

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Reported and Approved by Board of Commissioners on November 13, 2017



Henry E. Callahan
Mayor



Barbara Boyd
Finance Officer

Town of Vass

Budget Ordinance Amendment #6

BE IT ORDAINED by the Governing Board of the Town of Vass, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

	<u>Increase</u>
10-5400-5010 Non/Capitalized/Streets	600

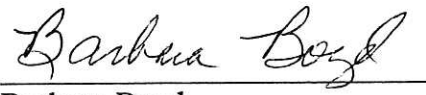
This will result in an increase of \$600 in the expenditures of General Fund for FY 2017-2018. To balance the general fund budget, the following revenues will be increased.

10-4805-0000 Fund Balance Appropriation	600
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Section 2. This Budget Ordinance Amendment will recognize expense for purchase of bike rack on Seaboard Street in front of the Library.

Reported and Approved by Board of Commissioners on November 23, 2017


Henry E. Callahan
Mayor


Barbara Boyd
Finance Officer